

# The Re-Skill Saskatchewan Training Subsidy

## Before you apply

The Re-Skill Saskatchewan Training Subsidy (RSTS) supports employers to invest in the development of a skilled workforce needed to recover, rebuild, and grow from the pandemic and support the province's economic recovery.

### Have your application information ready

**Review the checklist below before beginning an application. These tips will ensure you have all required documents and information ready for your business' online application.**

Completed applications must be submitted at least 10 business days prior to the training start date. Incomplete applications will not be assessed for funding eligibility.

#### Business Information

- Only Saskatchewan employers are eligible for RSTS funding. Most businesses operating in Saskatchewan require an ISC Sask Corporate Registry Number. You'll need an active number for your application. Not sure if your business has registered with ISC? Visit their [website](#) for further information.
  - Don't have an ISC number? Contact us for additional business verification options.
- The name and contact information for the business' legal authorized representative. This is the person who has legal authority to enter into an agreement on behalf of the organization, such as officers of the organization.
- The [Direct Deposit Payment Request](#) for the applying business is complete and ready to attach to the online application.

#### Trainee Details

- All Trainees have been chosen and are employees as defined by Canada Revenue Agency (CRA) paid salary or hourly wage, from which Income Tax, Canada Pension Plan (CPP) and Employment Insurance (EI) deductions are made.
- Trainees are Canadian Citizens or Permanent Residents of Canada, with a valid Social Insurance Number. Temporary Foreign workers and volunteers are not eligible for funded training.
- The [Application Trainees](#) list is complete (if training more than 10 participants) and ready to attach to the online application.
- As part of final reporting on approved contract activities, the two most recent paystubs or statement of earnings for the employee(s) must be submitted. For information that must appear on a pay stub or statement of earnings, visit [Employment Standards](#).
  - Owners of small businesses with 1-50 employees may participate in funded training with their employees.

#### Training Provider:

- Is a Saskatchewan-based trainer, in business for a minimum of one year as of the application submission date.
- Is a third-party to the applicant, that is, they must be independent business entities.

#### Training Program

- The training program has been chosen and the start/end dates of training have been confirmed.
- Training program is:
  - A minimum of 8 hours in length, to a maximum of 4 months.
  - Will start within 4 months of the application date.
  - Costs between the \$1,000 minimum amount of funding per training program and the program maximum of \$5,000 per employer.
- Training program information is publicly posted, including an outline and cost. Customized training programs or programs where the training information is not publicly available require that a [Training Course Outline](#), from the training provider, accompany the application.

Visit the [Program Overview and Applicant Guide](#) to view the Application fields and additional eligibility information.